



POSITION VACANCY ANNOUNCEMENT #MD-CD-11-007
MARYLAND NATIONAL GUARD COUNTERDRUG TASK FORCE
OPENING DATE: 17 MAY 2011
CLOSING DATE: 31 MAY 2011

BRANCH OF SERVICE: XX ARMY NATIONAL GUARD ____ AIR NATIONAL GUARD

POSITION TITLE: Counterdrug Seasonal Support

LOWEST/HIGHEST GRADE AUTHORIZED: PV2/E-2 thru SGT/E-5

DURATION OF ASSIGNMENT: 15 June 2011 thru 30 September 2011. Temporary ADOS positions are currently funded for seasonal manning in all Counterdrug functional support areas. Positions may be terminated earlier for funding reasons or for substandard performance. CD seasonal hires may compete for more stable long term tours should such positions become available and are announced at a later date. All CD members must apply for continuance annually or 30 days prior to end of tour. Approval will be based on your duty performance, good standing within your unit of assignment along with the programs mission requirements and funding.

ORGANIZATION: MDNG Counterdrug Task Force

DUTY LOCATION: Baltimore Metropolitan Area

NUMBER OF VACANCIES: 10

POSITION DESCRIPTION:

Selected individuals may be assigned to assist in any of the following functional areas: Drug Demand Reduction (DDR), which consists of providing youths and the greater public drug education and awareness services. Substance Abuse (SA), which consists of supporting the Army and Air National Guard unit commands with administering and monitoring their drug testing activities. Criminal and Crime Analyst (CCA), this support consists of being assigned to a Federal or State agency and providing analytical case support services. Program Management (PM) support, would consist of general administrative and clerical assistance in personnel administration, budget management, supply/logistics and data entry. Temporary applicants will have their military/civilian experience, military/civilian education and overall background screened and evaluated to determine the best assignment once selected.

QUALIFICATION REQUIREMENTS:

a. General: Applicant must be a member Maryland Army National Guard. Applicants must have completed Basic Training and a MOS producing course. MUST have or be able to

obtain and maintain a SECRET security clearance. All personnel on CD orders will have a FBI and State Police background check completed within the first 30 days of coming on orders. Any issues discovered during our background checks that would be incompatible with our standards will result in reassignment of duties or early termination of orders. All applicants must have valid state and military drivers license. Military driver's license must annotate completion of accident avoidance.

b. Experience: Law enforcement or intelligence experience is desired but not required. Teaching or experience providing group instruction, especially with children is desired but not required. Trained/Certified Unit Prevention Leaders (UPLs) are desired but not required. Education and or training in Criminal Justice, Security, Security Management or Forensics is desired but not required. Applicant must be skilled in using Outlook, MS Excel and MS Word.

c. Other: Applicants must be able to complete the advertised tour of military duty prior to ETS. Applicants must have reliable transportation and live within (50) miles of the duty station. Applicants must have reliable means of personal communication in which they can be reached (land line or mobile device). Outside employment associations and off-duty conduct/activities must be consistent with federal directives on ethics and with state and federal conflict of interest policies.

COUNTERDRUG REQUIREMENTS:

a. Applicant must receive a letter of recommendation from his/her unit commander and be in good standing with their unit. Template can be provided to the unit.

b. Applicant must have a current physical (every 5 years) and obtain an Annual Physical Health Assessment (PHA). In order to remain on Counterdrug orders, all personnel must be deployable. (Temporary medical conditions are exceptions).

c. Applicant cannot have any permanent or temporary profiles that will interfere with the ability to perform the required duties.

d. Applicant must perform weekend drills (IDT) and annual Training (at least 15 days) with their units.

e. Applicant is subjected to urinalysis testing prior to entry on active duty and periodic testing while on active duty. This is in addition to testing at the unit level.

f. Favorable interview by the Counterdrug Coordinator or his designated representatives.

g. Applicant should be able to obtain a Secret Clearance.

h. Favorable criminal background check, and/or security screening by Law Enforcement Agencies (LEAs) for applicants serving in LEA offices or in positions where they are privy to sensitive information. Such inquiries are likely to be completed after entry on duty and rejection by LEAs could result in removal from the Counterdrug Program.

- i. Applicant is subject to annual police background checks. If a member has an unfavorable record, he/she may be removed from the program. Checks will be completed within 30 days of initial tour.
- j. Applicant is required to comply with DoD 5500.7-R, Joint Ethics Regulation (JER), and with conflict of interest policies. Applicants must uphold the highest standards of conduct and personal appearance.
- k. Applicant must maintain and meet Physical Training (APFT/FIT) and meet height/weight standards.
- l. Applicant must submit a written request for promotion to the Counterdrug Task Force Commander.

APPLICATION PROCEDURES:

a. **Application Packet.** Submit a resume, unit commander's recommendation letter, copy of current APFT, Enlisted Record Brief (ERB), copy of last two NCOERs (if applicable), Retirement Points History Statement, and Individual Medical Record (IMR), in person or via mail, to:

Major Kirk E. Regina
Acting Counterdrug Coordinator
5th Regiment Armory, M23
29th Division Street
Baltimore, Maryland 21201-2288

Application Point of Contact: SGT Marcus Jackson at (410) 576-6137. You may also e-mail packets to marcus.a.jackson1@ng.army.mil Alternate POC TSgt Wendy Harvey at (410)576-6137 wendy.harvey@ng.army.mil.

b. **Technicians.** Soldiers who currently occupy a technician position must ensure that their technician chain of command (O6 level or equivalent) is aware of your ADOS application.

c. **Special Instructions:** Interview Boards will be conducted all day on 8 June 2011 at the Fifth Regiment Armory Counterdrug Office. All applicants will be notified by email and telephone of their scheduled interview time NLT close of business 3 June 2011. Selections will be completed 9 June and notified 10 June 2011. All selected individuals will report to the Fifth Regiment Armory Counterdrug Office, on CD orders 15 June 2011 for administrative in-processing and duty assignment.

EQUAL OPPORTUNITY:

The Maryland National Guard is an Equal Opportunity Employer. Selection for these positions will be made without regard to race, religion, age, national origin, sex, political affiliation, marital status, or any other non-merit factors.